Resolution #11 2013-2014
College Senate

TO: Dr. John R. Halstead, College President
FROM: The College Senate: 12/09/2013
RE: I. Formal Resolution (Act of Determination)
II. Recommendation (Urging the Fitness of)
III. Other, For Your Information (Notice, Request, Report, etc.)
SUBJ: Transfer Credits at the Graduate Level (14_13-14GC/SP)
Signed: Dawn Jones Date: 12/20/13
(Dawn Jones, 2013-14 College Senate President)

Please fill out the bottom portion and follow the distribution instructions at the end of this page.

TO: Dawn Jones, College Senate President
FROM: John R. Halstead, College President
RE: I. Decision and Action Taken on Formal Resolution (circle choice)
   a. Accepted - Implementation Effective Date**: Spring 2014
   **Implementation of resolution requires final approval from SUNY- State Education Department.
   YES
   b. Deferred for discussion with the Faculty Senate on ___/___/___
   c. Unacceptable for the reasons contained in the attached explanation
II, III. Response to Recommendation or Other/FYI
   a. Received and acknowledged ___/___/___
   b. Comment:
Signed: Dr. John R. Halstead, President, The College at Brockport
Date: 1/9/14

DISTRIBUTION: Upon approval, the College President will forward copies of resolutions to his staff who will, in turn, forward copies to their staff. The College Senate Office will post resolutions to the College Senate Web at http://www.brockport.edu/collegesenate/resolutions.
### INSTRUCTIONS

- Use committee guidelines available at [brockport.edu/collegesenate/proposal.html](http://brockport.edu/collegesenate/proposal.html).
- Prepare ONE complete document in Word format: include this proposal cover page, proposal, attachments and support letters from your department chair and dean if applicable.
- Locate the Resolution # and date this proposal will replace at our “Approved Resolutions” page on our Web site.
- Email completed proposal to senate@brockport.edu. (General Education Proposals and questions go to dlamphron@brockport.edu in the Vice Provost's Office first.)
- Make revisions on the paperwork emailed to you from the Senate office that shows the assigned routing number on top. Submit updated document to senate@brockport.edu.
- Questions? Call the Senate office at 395-2586 or the appropriate committee chairperson.

### 1. PROPOSAL TITLE:

Please be somewhat descriptive, i.e. *Use a course number and/or title, indicate if for GED code, etc.*

| Transfer Credits at the Graduate Level |

### 2. BRIEF DESCRIPTION OF PROPOSAL:

Proposed changes to graduate policy “Transfer Credits at the Graduate Level”

### 3. WILL ADDITIONAL RESOURCES AFFECTING BUDGET BE NEEDED?

___ NO  ___ YES  EXPLAIN YES

### 4. DESCRIBE ANY DATA RELATED TO STUDENT LEARNING OUTCOMES ASSESSMENT USED AS PART OF THE RATIONALE FOR THE REQUESTED SENATE ACTION.

N/A

### 5. HOW WILL THIS AFFECT TRANSFER STUDENTS:

N/A

### 6. ANTICIPATED EFFECTIVE DATE:

Spring 2014

### 7. SUBMISSION & REVISION DATES:

**PLEASE DATE ALL REVISED DOCUMENTS TO AVOID CONFUSION.**

<table>
<thead>
<tr>
<th>First Submission</th>
<th>Updated on</th>
<th>Updated on</th>
<th>Updated on</th>
</tr>
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<tbody>
<tr>
<td>October 1, 2013</td>
<td>10/21/13</td>
<td></td>
<td></td>
</tr>
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</table>

### 8. SUBMITTED BY:

<table>
<thead>
<tr>
<th>Name</th>
<th>Department</th>
<th>Phone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>James Spiller, Dean</td>
<td>The Graduate School</td>
<td>5817</td>
<td><a href="mailto:jspiller@brockport.edu">jspiller@brockport.edu</a></td>
</tr>
</tbody>
</table>

### 9. COMMITTEES:

<table>
<thead>
<tr>
<th>Standing Committee</th>
<th>Forwarded To</th>
<th>Dates Forwarded</th>
</tr>
</thead>
<tbody>
<tr>
<td>__ Executive Committee</td>
<td>Standing Committee</td>
<td>9/02/13, 10/21/13</td>
</tr>
<tr>
<td>__ Enrollment Planning &amp; Policies</td>
<td>Executive Committee</td>
<td>11/18/13</td>
</tr>
<tr>
<td>__ Faculty &amp; Professional Staff Policies</td>
<td>Senate</td>
<td>11/25/13, 12/09/13</td>
</tr>
<tr>
<td>__ General Education &amp; Curriculum Policies</td>
<td>Passed GED's go to Vice Provost</td>
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</tr>
<tr>
<td>X Graduate Curriculum &amp; Policies</td>
<td>College President</td>
<td></td>
</tr>
<tr>
<td>X Student Policies</td>
<td>OTHER</td>
<td></td>
</tr>
<tr>
<td>__ Undergraduate Curriculum &amp; Policies</td>
<td>REJECTED -WITHDRAWN</td>
<td></td>
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### NOTES:
Existing Policy - Transfer Credits at the Graduate Level
A maximum of 12 credits earned at other colleges and universities may be transferred into a degree program with the department's approval. At the graduate level, no course “may be transferred that carries a grade of less than ‘B’ on an official transcript.” In order for transfer credit to be formally acknowledged by the campus, final official transcripts must be received by the Office of Registration and Records.

Proposed Policy - Transfer Credits at the Graduate Level
A maximum of 12 credits earned at other colleges and universities may be transferred into a degree program with the department's approval. At the graduate level, no course “may be transferred that carries a grade of less than ‘B’ on an official transcript.” In order for transfer credit to be formally acknowledged by the campus, final official transcripts must be received by the Office of Registration and Records.

A maximum of 12 graduate credits earned at The College at Brockport as a non-matriculated (non-degree) student may be applied, upon matriculation, into a degree program with the department's approval.

PLEASE NOTE: if this proposal is approved, language in the policy/definition “Graduate Admissions Categories” will need to change in the following way see highlights below:

POLICY TITLE: Graduate Admissions Categories

Existing Definition/Policy
NON-DEGREE STATUS: Non-matriculated (non-degree) graduate students are those who have applied for and been granted non-degree status. Non-degree status provides the opportunity for students to enroll on a non-matriculated basis in select graduate courses for which they have the prerequisites and interest. A maximum of nine credits taken at The College at Brockport in non-degree status may be credited towards a graduate degree program. Within this nine-credit maximum, academic departments determine the specific number of credits taken in non-degree status that may be applied to the degree program. Please note: Some graduate programs restrict course enrollment to matriculated students only. Therefore, prospective students should check with academic departments to verify whether the courses they are interested in taking are open to non-degree students.

Proposed Definition/Policy
NON-DEGREE STATUS: Non-matriculated (non-degree) graduate students are those who have applied for and been granted non-degree status. Non-degree status provides the opportunity for students to enroll on a non-matriculated basis in select graduate courses for which they have the prerequisites and interest. A maximum of 12 credits taken at The College at Brockport in non-degree status may be credited towards a graduate degree program. Within this nine-credit maximum, academic departments determine the specific number of credits taken in non-degree status that may be applied to the degree program. Please note: Some graduate programs restrict course enrollment to matriculated students only. Therefore, prospective students should check with academic departments to verify whether the courses they are interested in taking are open to non-degree students.

(Explanation - This proposal aligns College policy regarding the transfer of graduate credits from other institutions into a graduate degree program at Brockport with its policy regarding the transfer of graduate credits taken at this institution as a non-degree student into a degree program at Brockport. This policy essentially recognizes Brockport graduate coursework as equally rigorous and valuable as non-Brockport graduate coursework! Proposed policy approved by the Graduate Council)